

City Snapshot



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City Ramps Up Computer Security



As technology continues to grow in the workplace, so does the unscrupulous element of those trying to hack into our computer system and steal information. During the last year, our IT department has been working with various vendors

to help protect the city's information from being compromised. This can be anywhere from destroying thousands of files to gaining financial information from payroll to investments. As part of the constant and vigilant attempt to protect the city's information, IT will be rolling out a new user password protocol on Tuesday, January 7, 2014. Previously it was announced that this would happen on January 2, however, due to the holidays and vacations it was felt additional notice was appropriate.

This transition was a long time in coming. The requirement that passwords be changed every 90 days was lost in an authentication upgrade of our system for those who have been employed for a number of years. Newer employees have had this provision. It has now, at the encouragement of the Department of Public Safety, been made a priority. If you use a city computer and you have a password you'll have to make a change. Passwords will need to meet higher security and compliance with other agencies beginning Thursday, January 7. This applies to everyone including those of you who have not had to change your password every 90 days due to length of employment. Password changes will then be required every 90 days. A new feature will be a script that will scan our system for those user accounts that have not been logged onto for 30 days. If not, it will disable them. Provisions will be made for those on extended leave or active duty.

*"What is not started today is never finished tomorrow."
- Johann Wolfgang von Goethe*

When prompted to change your password, you can't reuse one you used previously 4 times prior to your last password. Here are the new guidelines for your new password: Must not contain the user's account name or parts of the user's full name that exceed 2 consecutive characters; must be at least 8 characters in length; must contain characters from 3 of the following 4 categories: English upper case characters (A-Z), English lower case characters (a-z), number or numbers (0-9), non-alphabetic characters (i.e., !, #, \$, %). Remember, IT is there for you if you still can't get your new password to work. And, it's probably not a good idea to keep that sticky note with your new password stuck on your computer screen.

On the desktop front, IT will be replacing the Windows XP operating system with Windows 7 or a computer that contains it in the coming months as Windows XP is no longer supported by Microsoft. This change should occur by April.

This month, IT will be looking into upgrading our antivirus software to Symantec's latest version. During the year, it will be evaluated with other products to make sure we are getting the best product for our money. Our current webfilter will be continuously updated as updates become available.

On a final note, IT would really appreciate each of you taking a look at your computer files and discard those that are no longer necessary. Cleaning up the H: and I: drives is crucial to keeping the system from being sluggish or having to find other resources. Transferring to a jump drive or a cd is always one way to keep those files without clogging up the system.

Special thanks to Lana Gibson for her information



The story is that the first computer bug was discovered by Grace Murray Hopper at Harvard in 1945. She had a Mark II Aiken Calculator that was experiencing troubles. Upon further investigation, an actual moth was found between the contacts of the relays. The moth along with the notes are now on display at the Smithsonian Institute.

source: sumobackup.hubpages.com

January Anniversaries

<u>Name</u>	<u>Years</u>	<u>Name</u>	<u>Years</u>
William Tiegen	17	Isabel Pinon	7
Adam Rodriguez	16	Paul Acevedo	6
Brandon Baker	14	Gabriel Aguero	6
Timothy Dunham	14	Edward Ford	6
Ramon Salinas	14	Justin Higgs	6
Martha Lewallen	10	Suzie Holmes	6
Christopher Palmer	10	Richard Rush	4
Antonio Castillo	8	David Blythe	3
Jesus Espino	8	Victoria Deuel	3
Scott Reed	8	Terry McKeon	2
Richard Wilkie	8	William Schwind	2
Clyde Wilkinson	8	Joseph Kissinger	1
Cesar Adamos	7	Jose Ochoa	1
Corina Espinoza	7	Cecilia Scott	1



January Birthdays

<u>Name</u>	<u>Date</u>	<u>Name</u>	<u>Date</u>
Christopher Cauthen	1	Dwight Williams	16
Norm Gumenik	2	Matthew Herman	17
Laura Hinz	2	Teri Hogue	17
Curtis Voigt	3	Brisa Bolanos	18
Joshua Barbre	4	Laugro Gomez	18
Julian Rodriguez	4	Timothy Dunham	20
Gary Erickson	6	Michael Keck	20
Julie Andersen	7	Jose Ochoa	20
John Hill	7	Mark Bonsall	21
Gregory Bigham	9	Amy Deleon	22
Greg Garcia	9	Genaro Rodriguez	22
Jerry Hankins	9	Andrew Miller	23
Daniel Kent	9	Esmael Perez	23
Ernest Lopez	9	Pablo Calvillo	25
Erin Turner	9	Maria Chairez	25
Gilbert Celaya	10	Martha Lewallen	25
Raylene Johns	10	Christina Lopez	25
Sarah Sisco	10	Robert Mitchell	25
Tonya Stager	11	Cornelius Riley	25
Paul Valentino	12	Todd Miller	26
Abdul Rashid	13	Kristina Schiltz	26
Julie Martinez	15	Michael Withrow	27
Traci Shamblin	16	Coy Grall	29

Rabies Clinic & Annual Mutt Show



The City of Casa Grande's low-cost rabies vaccination and license clinic will be held on Saturday, Feb. 1 at the Leash on Life Dog Park, at Paul Mason Sportsplex. Hours are 10AM-2PM. It's also the time to enter your pet in a number of contests to see if you have a winner during the Annual Mutt Show. Longest ears, shortest tails, tiniest dog, and more are all part of the fun. The following are the rates for the rabies shot (other vaccines will be available for a fee) and licenses:

<u>City Dog License</u>	<u>Fee</u>	<u>City Cat License</u>	<u>Fee</u>
Unaltered	\$30	Unaltered	\$20
Altered	\$15	Altered	\$10
Senior Citizen fee	\$10	Senior Citizen fee	\$5

Other City Licenses/Fees

Rabies Vaccination **\$10**

Remember, each dog or cat over the age of 3 months living in the city limits is required to be licensed. Please keep dogs on a leash at all times.

Wacky Days in February

Date

- 2 Ground Hog Day
- 4 Thank a Mailman Day
- 8 Kite Flying Day
- 10 Umbrella Day
- 10 Clean Out Your Computer Day
- 11 White T-Shirt Day
- 13 Get a Different Name Day
- 16 Do a Grouch a Favor Day
- 20 Cherry Pie Day
- 22 Walking the Dog Day
- 23 Tennis Day
- 24 National Tortilla Chip Day
- 26 National Pistachio Day
- 27 No Brainer Day

Glad You're My Co-Worker



Presenting this month's "Glad You're My Co-Worker" Balloon, is Officer Thomas Anderson to Erica Perez, Recreation Program Coordinator at the Dorothy Powell Senior Adult Center. Officer Anderson noted Erica's willingness to always help out and her great attitude. Congratulations Erica!

January's Newest City Staff



Taking a break from new hire orientation are from L-R: Ceprano Gamez, Maintenance Worker, Sanitation; Regina Siqueros, Secretary, Police Department; Becky Curtis, Public Safety Technology Coordinator, IT; and Catherine Macias, Library Assistant, Vista Grande Library. Welcome aboard!

Is Your W-2 Updated?

If you've had any changes this year that will affect your 2013 W-2 you need to notify Administrative Services. Please stop by as soon as possible as W-2s will be distributed this month. Remember, change of address, marital status, exceptions, beneficiaries, etc. should be made as soon as possible to prevent any issues with your income tax filings.

2014 Outside Employment forms are due now to Administrative Services

December Shooting Star Announced



Police Officer Scott Brown, holding the (clear) Shooting Star award, is the recipient of December's Shooting Star Award. He was presented the award at the December Employee Awards & Recognition luncheon held December 18. Officer Brown has been with the Police Department for 3 1/2 years. His nomination included accolades regarding his personal campaign to eliminate unsightly graffiti by helping locate it and even taking part in the clean-up. He was also lauded for his outgoing personality and dealing with daily operations in a professional yet personable manner. Runner-up was Julie Scherer, Supervising Accountant, Finance Department. Congratulations to both! Along with Officer Brown are Mayor Jackson and City Manager Jim Thompson.

Sick Leave Incentive Program

The City's Sick Leave Incentive Program checks will be issued this month. Remember that all hours of self-sick leave and family sick leave taken in 2013 count against the total eligible hours of buy-back (32 hours maximum). If you are eligible to receive a sick leave incentive check, but do not wish to participate in the program this year, you must contact Administrative Services immediately. Please call Margaret at Ext. 2510 with any questions. For more information, please refer to the Personnel Policy Manual.

2014 Holidays

New Year's Day - Wednesday, January 1
Martin Luther King Day - Monday, January 20
President's Day - Monday, February 17
Memorial Day - Monday, May 26
Independence Day - Friday, July 4
Labor Day - Monday, September 1
Thanksgiving - Thursday & Friday, November 27 & 28
Christmas, Thursday, December 25

Employee Awards & Recognition



Twice a year, employees who will or have been employed by the city for at least 5 years are invited to a luncheon in their honor -- 5, 10, 15, 20, 25 years of service awards are presented to each employee. The luncheon is held twice a year, first in June and again in December in order to accommodate those celebrating landmark anniversaries from January to June and from July to December. In the past, awards

were presented at the employee picnic, however, it wasn't an appropriate time. Now staff is invited, by personal invitation, to a lunch in their honor with their department director. City Council also attends to recognize loyal employees. At the recently held luncheon, it was noted by Master of Ceremonies Larry Rains, that it was a first where three 25 year awards were presented. Congratulations to each and every one of those honored in past and as new employees are hired on, it is hoped that they too will spend many years as one of our great employees.

25 Year Awards



Receiving 25 year recognition are L-R, Mark Bonsall, Police Department; Valeri Vanderpool, Finance Department, and Jimmie Medrano, Golf Course.

20 Year Awards



Receiving 20 year recognition are L-R, Lydia Cordova, Community Services and Margaret Pieper, Administrative Services. Not pictured: Shaun Calvert and Jeff Nowak, Fire Department.

15 Year Awards



Receiving 15 year recognition are L-R, Alonzo Lopez, Streets, Arthur Hicks, Parks, Jaime Barr, IT, and Bonnie Dunham, Finance. Not pictured: Juan Deleon and Francisco Lujan, Police Department, Terry Montijo, City Attorney's Office.

10 Year Awards



10 year awards were presented to Christine Hazen, Facilities Maintenance, Gracie Mojica, Landfill, Matthew Soulgne, Equipment Maintenance, and Jerry Dasti, Parks. Not pictured: Andrew Leary, Fire, and Efen Lujan, Police.

5 Year Awards



Earning their 5 year awards were: Mary Sanders, Communications; Pedro Reyna, Streets; Deborah Jewell-Cannon, City Court; Abdul Rashid, Engineering; and Mary Allen, Finance. Not pictured: Shirley Ward; Library, Matt Herman, City Council; Jonathan Larson, Fire; Quindy Carter, Wastewater.